FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00162648 **Type of Permit:** FILMING **Release Date:** 03/05/2020

Production Company	UNIVERSITY OF CALIFORNIA LOS ANGELES EXTENSION
Insured Company Name	UNIVERSITY OF CALIFORNIA LOS ANGELES EXTENSION
Contact Phone No. 1	310-206-4905
Contact Phone No. 2	
Fax	
Address	10995 LE CONTE AVE. LOS ANGELES, California 90024
Production Title	WHO BRINGS ICE TO A FUNERAL?
Type of Production	Student

Producer	Marie Tollec
Director	Marie Tollec
1st AD	Javier Arcelus Cano
Production Manager	Margo McHugh
FilmL.A. Coordinator	Samuel Thompson
Location Manager	MARIE TOLLEC
Primary Phone	Mobile - 7473331806
Secondary Phone	
Location Assistant	Marie Tollec
Primary Phone	Mobile - 7473331806
Secondary Phone	

Fees

FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$456.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $558.00

Number of Locations 1

NOT A PERMIT

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Summary Information

Location

Location 1 of 1

Permit Number F00162648
Production Company UNIVERSITY OF CALIFORNIA LOS A...
Insured Company UNIVERSITY OF CALIFORNIA LOS A...
Production Title WHO BRINGS ICE TO A FUNERAL?

Location Manager MARIE TOLLEC
Primary Phone Mobile - 7473331806
Secondary Phone

Location Address Joan Milke Flores Park at 3601 Gaffey St, Los Angeles, CA, 90731

Location Name JOAN MILKE FLORES PARK

Location Type Park

Film Dates 3/6/2020 - 3/6/2020 07:00 - 18:30 1 day

Open or Closed to the Public Open

Generic Conditions **THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic
No Parking in handicap spaces at anytime.
No stopping or setting up in front of merchants or residents without prior approval

Please see attached documents locations_Feb_27_2020_12_27_47_Student Film Notification Form_latest2.pdf
68463 - GUIDELINES.pdf
locations_Feb_25_2020_15_55_04_UCLA EXTENSION- WHO BRINGS ICE-STUDENT LETTER.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	10
Fire Extinguisher (2A10BC Minimum Rating)	2
Vans	1

Personnel on Location

Type	Quantity
Cast	4
Crew	8
Extras	4
Rec & Park Monitor required	1

Filming Activities Camera on sticks; Equipment on sidewalk only.; Exterior Dialogue; Exterior establishing shots; Handheld equipment; JOAN MILKE FLORES PARK. RES 68463;

Jurisdiction **Political:** Los Angeles City - Council District 15 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Approvals

LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Christina Woods
LOS ANGELES CITY POLICE DEPARTMENT	Gabriel Martinez

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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NOTICE OF STUDENT FILMING

Permit #F00162648

We, the student filmmakers named below on this form, are planning to film a student production in your neighborhood. We are applying for all necessary permits and agree to maintain all legally-required liability insurance. Additionally, all personnel required to ensure public safety will be on location. We will abide by all County or City filming rules and any specific guidelines applicable to your neighborhood.

We will make every effort not to disturb you and will treat your neighborhood with the respect it deserves. Thank you in advance for your hospitality and cooperation while we are filming on your street.

When filming on-location in the County or City of Los Angeles, advance notice must be provided to all residents, merchants and/or businesses within a 500 foot radius of the filming location. Exceptional filming activities, such as simulated gunfire, may require us to notify a wider area.

We will be filming scenes for the following production/project.

PROJECT TITLE	Who brings ice to a funeral?				
FILMING ADDRESS	Joan Milke Flores Park. 3601 S Gaffey St, San Pedro, CA 90731				
DATE(S)	03/06/20				
HOURS	FROM	7 am		TO	6.30pm

Description of scenes & parking:

Exterior dialog. Parking at the Parking lot: Joan Milke Flores Park . 3601 S Gaffey St, San Pedro, CA 90731

****** ALL CAST, CREW AND PERSONAL VEHICLES WILL PARK ON (PRIVATE) PROPERTY ONLY ******
STREET PARKING WILL NOT BE USED

If you have any questions and/or concerns regarding this production, please contact us using the information provided below.

Marie Tollec	7473331806
Name of Primary Student Contact	Daytime Phone #
Kim Gouveia	310-206-4906
Name of School / Class Administrator	Daytime Phone #

You may also contact FilmL.A., the City/County's official film permit coordinator at (213) 977-8600, 24 hours per day, 7 days per week, for assistance.

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- Ok to film at Joan Milke Flores Park on 03/06/2020 (see plot plan).
- Ok to film exterior dialogue of a funeral scene on the grass areas.
- Students are not approved to film at the Fort Mac Arthur Military Museum.
- Ok to use handheld equipment, prop flowers, a picture board, c-stands, sandbags, a table and pop-up tents.
- Not approved to use a drone, a generator or have animals on-site.
- Not approved to alter the landscape or buildings.
- Ok to park only 20 Crew Cars in the parking lot closest to Lomita Blvd. Not approved to park in the handicap stalls.
- Ok to have lunch on-site with pop-up tents, tables and chairs.
- Ok to conduct a standard 2 minute IPC.
- Company must not drive any vehicles/trucks on the grass.
- Must leave all fire lanes open at all times and do not block any fire hydrants.
- Company does not have exclusive use of parks/parking lots.
- Must work around park patrons, park activities and park maintenance staff.
- No blocking off exits/entrance of driveways.
- Tents: No staking. Must be free-standing.
- Company must leave all areas clean after use.
- Must maintain the 20ft emergency vehicle clearance.
- Use of City utilities (water and electricity) is $75 per use, per day. **The company will be invoiced by the Park Film Office once filming is complete.**
- Pyrotechnics, explosions, stunts and special effects may be considered on a case-by-case basis for exterior use only and requires approval by LAFD and the Park Film Office.
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- No simulated sex allowed on Park property.
- No nudity allowed on Park property.

DRAFT

- **Film permits do not provide exclusive use of a park or recreation area and includes the use of parking lots.**
- **Notifications signs must be posted at least 24-48 hours prior to filming as a courtesy for the public when requesting a playground area, basketball courts, soccer fields or baseball fields.**
- **Parking must be open and available for public use designated with proper signage by production.**
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- No Smoking unless in designated area.
- No smoking on trails.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-162648
UNIVERSITY OF CALIFORNIA LOS ANGELES EXTENSION – WHO BRINGS ICE TO A FUNERAL?
(JOAN MILKE FLORES PARK)

NOT A PERMIT

NOT A PERMIT

Permit #F00162648

UCLA Extension
Entertainment Studies

February 7, 2020

To Whom It May Concern:

The following student is currently enrolled in the UCLA Extension class listed below and is working on a student film for a class project.

This film is strictly a student project and not created for commercial purposes. As the film project is being prepared as part of the student's course work, UCLA Extension will provide coverage.

Student: Marie Tollec (X1918296)
Director/Producer: Marie Tollec
Project Title: Who Brings Ice to a Funeral?

Class: X 476.39
Making Your First Short Film
Instructor: Jerell Rosales

January 6 – March 22, 2020

Winter Quarter

If you have any other questions, I can be reached at 310-206-4906 or kgouveia@unex.ucla.edu. We appreciate any assistance you can give in this matter.

Sincerely,

Kim Gouveia
Program Representative
UCLA Extension, Entertainment Studies
kgouveia@unex.ucla.edu
10960 Wilshire Blvd. Suite 1600
Los Angeles, CA 90024

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